

## **CM/ECF Version 3.1 and more!**



**CM/ECF Version 3.1** will be installed on Saturday, October 14, 2006. The CM/ECF system will be unavailable beginning Saturday morning until the installation is completed. If you wish to use CM/ECF over the weekend, please check the Court's web page for status updates.



**The Training Database** will be upgraded to CM/ECF 3.1 on Saturday, too. It will be unavailable during the installation.



**CM/ECF Version 3.1 Information** is available on our website. The PDF information includes views of revised screens and requirements for filing under CM/ECF 3.1. Click the following link to view the info:  
[http://www.okwb.uscourts.gov/CM\\_ECF/Announcements/AttyCaseOpening.pdf](http://www.okwb.uscourts.gov/CM_ECF/Announcements/AttyCaseOpening.pdf)

Revised PACER information may be viewed at:

[http://www.okwb.uscourts.gov/CM\\_ECF/Announcements/bankruptcy\\_3.1%20PACER%20PDF.pdf](http://www.okwb.uscourts.gov/CM_ECF/Announcements/bankruptcy_3.1%20PACER%20PDF.pdf)



**Bankruptcy Software Updates** must be installed on your computer to operate correctly with CM/ECF Version 3.1. If you have not downloaded the latest version of your bankruptcy software, you will NOT be able to file beginning on Saturday, October 14 using case upload. Check with your software vendor to ensure that you have installed the latest version of your software.



**New Forms** for Bankruptcy Court filings became effective on October 1, 2006. Your use of the new forms will be of great assistance to the Court. Use of the new Adversary Cover Sheet is mandatory. You may review

or download the new forms by clicking the following link:

<http://www.uscourts.gov/bankform/index.html>



**Exhibit D, relating to Credit Counseling**, will be filed separately from the petition in the Western District of Oklahoma. If your software does not file Exhibit D separately, please remember to file the document after using case upload. The new docket event, Exhibit D, may be found under Bankruptcy, Other.



**Failure to Comply with Corrective Entries** may result in the striking of a pleading. The judges recently adopted a general order stating that pleadings that do not comply with Corrective Entry docket entries in the specified time period may be stricken. Stricken documents are treated as null and void. A copy of the General Order is attached to this email. It will also be available on the Court's website.



**Limited Participants** are now being provided logins to CM/ECF. Limited Participants are electronic users who file limited pleadings, such as claims, assignments of claims, and entries of appearance. Requests to become a limited participant may be directed to the link on the Court's website, [www.okwb.uscourts.gov](http://www.okwb.uscourts.gov). If you have been certified as an attorney filer, your login allows you to do everything that a Limited Participant can do.



**CM/ECF Training for Attorneys** continues through the end of the year. If you or someone in your firm, has not attended training, you may review training dates and register online by clicking the following link: [http://www.okwb.uscourts.gov/ecf\\_training.htm](http://www.okwb.uscourts.gov/ecf_training.htm)



**CM/ECF errors to avoid:**

1. Withdrawal of document pleadings should include the name of the pleading being withdrawn and the reason for withdrawal.
2. PDF's should be reviewed before attaching to a docket entry. Some PDF's include upside down pages.
3. Pay advices must include a cover sheet. Pay advices are docketed using Bankruptcy, Other, Employee Income Records.



**Thank you** for your support, cooperation and assistance during our many transitions this year!